

Relinquishment of Firm License

Board of Accountancy Washington State



PO Box 9131, Olympia, Washington 98507-9131
(360) 664-9193 - www.cpaboard.wa.gov

INSTRUCTIONS: To relinquish a CPA firm license you must submit a completed application form, the firm license issued to the firm, and any additional required information to the Washington State Board of Accountancy. Incomplete applications will not be processed. Prior to processing your application, the Board may require other information. Upon approval, acknowledgement will be mailed to the address provided to the Board below.

Firm Name: _____ Firm #: _____
Address: _____
Address: _____
City, State, Zip: _____
Phone # (During business hours): _____
Email address _____ Website _____

AFFIDAVIT - TO BE COMPLETED BY PROPRIETOR OR MANAGING LICENSEE OF MAIN OFFICE:

The above listed firm hereby relinquishes their firm license with the Washington State Board of Accountancy. This firm does not offer any attest services as defined in WAC 4-25-410(4), nor does the firm use "CPA" or "Certified Public Accountant" as part of the firm name, and therefore does not require to be licensed with the Board. The firm will file a completed firm license application form and comply with the firm licensing requirements before offering or performing attest services which include audit, review, compilation and other attestation engagements.

The firm acknowledges that relinquishing a firm license does not excuse individuals from future compliance with requirements of the Public Accountancy Act nor does it preclude the Board of Accountancy from pursuing investigations or initiating disciplinary proceedings for past conduct.

I, _____ (print name) certify under the penalty of perjury that the foregoing information is true and correct.

Signature: _____ Date: _____

City

County

State

Country

PLEASE NOTE: Along with this form, please return the license previously issued to the CPA firm and attach a **current** listing of owners/partners/shareholders and corresponding license/registration numbers to:

Washington State Board of Accountancy
P. O. Box 9131
Olympia, WA 98507-9131

This listing should include addresses if the address is not the same as the above address.

Please be advised the Washington State Board of Accountancy is required to comply with the Public Disclosure Act, Chapter 42.17 RCW. This act establishes a strong state mandate in favor of disclosure of public records. As such, the information you submit to the board, including personal information, may ultimately be subject to disclosure as a public record.

Revised July 2002